

Polly(cy) Plan 2022/2023



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Introduction

Hello everyone! We present to you the Polly(cy) plan of the Apollo board of 2022/2023.

We are Dorian Luchtmeijer, Wouter Stoter and Alec Zirnheld and we will be the Apollo board for the academic year 2022/2023. Dorian will be Chair, Wouter will be Officer of PR & Secretary and Alec will be Treasurer. Dorian will be a full time board member and Wouter and Alec will be part time board members.

This document contains our plans for the upcoming year.

Apollo Room

The Apollo room is (back) in the Vrijhof! We are very glad we are closer to most of your great associations and want to make the most out of this. This means making/keeping the Apollo room an attractive place to chill with other culture-enjoyers throughout the day, especially during breaks and around rehearsals.

a. Continue with ChiCo and Apollo Room

Together with the ChiCo we will try to keep the Apollo room open from 10am to 6pm, but preferably as much as possible. We feel like the Apollo room is a great place to spend some time in between a final lecture of the day and a rehearsal or after rehearsals, the latter especially when the theatercafe is closed. Together with the ChiCo we will also pay attention to the language used: English if someones preferred language is English. We will also look into the possibilities to be able to sell snacks and drinks in the Apollo room.

Additionally, going to the Apollo room from the other side of campus is not very inviting when you do not know whether the room is open. We will look into possibilities to solve this, for example by indicating on the website whether the room is open or by having clear opening times.

b. SFC leftover plan

Plans have been made and (partially) approved to spend leftover SFC money. In collaboration with the SFC leftover committee we will make sure the plans are carried out (and finalised) in a desirable and timely manner: we want to have the final proposal approved before the Christmas holidays and start the execution straight after. The earlier the proposal is finished, the better, without lowering the quality of course.

Connection

We want Apollo to have a bigger role in bringing together people from different cultural associations. Not only is it a lot of fun to meet more people with a shared interest in culture, but

it also opens up the possibility to learn from each other and help each other. It is very likely that multiple boards or committees run or have run into similar problems. Maybe one board/committee found a great method for doing a specific task and maybe ideas will form for collaborations between associations to create/improve rehearsals, shows or workshops.

To encourage people from different associations to meet we will try to organise or promote activities like parties, drinks and picnics. We will ask associations to give open workshops throughout the year (and pay them for it), that way people might become interested in more kinds of culture and people who are interested in more associations than they have time for could see what they are like.

To get people to join activities that we organise or promote, we need as many people as possible to know what Apollo is. We want to focus on making Apollo more visible towards members of cultural associations. One method for this will be to show more involvement at shows, for example by giving some small presents to the participants or by encouraging a role for Polly :).

Promotion

One of the things we want to focus on during the upcoming year is promotion. This includes the promotion of Apollo itself, but is mostly focused on promoting cultural activities of associations and in general.

a. Cross promo between associations

Since most students with enthusiasm about culture are in culture associations, it makes sense to promote performances to those people. Therefore, we want to encourage cross-promotion, by encouraging associations to send their promotion to Apollo, to share it in the Apollo announcements, and discuss during secor meetings if associations also wanna share each others promotion with their members. This way we hope that the different associations can help each other out, and more people can enjoy all the amazing performances.

b. Activity Overview (+Webshop & Selling Tickets)

Next to this, we also want to create a place where people can easily see the performances and other activities organised by the different associations, similar to the overview in the quartile booklets, but also accessible online. This could be a place on the Apollo website, or we could see if there is a way to make this accessible through the website of Vrijhof or the Campus App. We want to make sure this is done in a way where we can make sure that associations can easily submit and edit their information. Potentially, more features could be added to this, like a way to let people add the events to their calendars or make ticket sales through the platform possible.

c. General Culture Promotion

We want to also promote the different cultural activities to the public. This can be done by promoting the aforementioned overview on different places, like social media or screens around campus, and showing a few of the upcoming events. This way, we can hopefully increase the awareness of cultural events in general, also for people that don't feel the urge to participate in culture themselves. For this we want to set up a promotion plan throughout the year, to get more structure in the way we promote things.

d. Social Media Presence

We aim to increase the social media presence of Apollo, to raise more awareness of the culture sector and the awareness of Apollo within the cultural sector. We mainly want to increase the amount of posts on Instagram, but also look into which other platforms can be useful. Some examples from previous years that we might use are posts with the mascot Polly or the Humans of Apollo posts. Other ideas include highlighting different associations and their upcoming events.

Documentation

Throughout the past year(s), there have been increasing efforts to bring more structure within the Vrijhof and generally the culture sector. With culture growing as a sector and the general increase in students within the university, we deem it important that the organisational structure and documentation remains clear. This is why we have set up several goals to give support to culture, the associations, their members and the boards.

a. Facility model implementation and evaluation

The facility model counts as one of the major restructuring points that have been in the works for the past year(s). With the facility model hopefully coming into effect in the near future, we aim to give support to associations and Vrijhof culture to implement this model. Additionally, we will continue to check whether the facility model is implemented in the intended way. We aim to evaluate the implementation of the facility model, as well as evaluate whether the facility model is of benefit for the associations and their members by the end of the academic year. This will be done via gathering feedback from associations, as well as doing an official evaluation meeting with Vrijhof.

b. General Board Transfer Document/Wikipedia

Having effective documents or a Wikipedia-type website on how to run the associations, as well as tips and tricks that can make running an association easier are of utmost importance when the board switch happens. The newly appointed boards use them for guidance and general information. We, therefore, aim to gather information from associations and previous boards and look into compiling a general board document with information about the general happenings of an association as well as the general tasks of each function. Furthermore, we aim to reintroduce the board booklets in an updated form. The board booklets will act as a temporary fix while we work on compiling information from the associations.

c. Support switch to new *Sports & Culture Website*

The Sports & Culture website has been updated and associations have to start getting used to the new system. Our aim is to provide support to association boards and members by remaining in contact with the SU and reporting issues we are told about to the responsible of the Sports and Culture website. In this case, we will act as advocates and facilitators in the communication between the SU and the associations & their members.

d. Providing translations of legal documents

In accordance with the university's and student union's aim to diversify and internationalise their student population, we will continue to do so as well. A major roadblock currently are official documents, which are only provided in Dutch due to their legal standpoint. This becomes problematic in cases of associations with international members and non-dutch board members. We aim to provide a standard English translation of contracts (such as the Huissponsercontract and the HR) that boards can look at alongside of the Dutch contracts they have to sign.

Additionally, we aim to survey the existing Apollo documents to uncover any non-English document. Once uncovered, we aim to replace these documents with an English version (if possible) or provide an English translation of the documents if an English standalone is not conform to regulations.

i. Make translation fund more known

Following the same thought as the internal translation of documents and contracts, we also aim to promote internationalisation within the cultural associations by making the SU Translation fund well known. SU associations have the right for a subsidy of 350 euros to translate their documents. Having HR and similar documents translated from Dutch to English will ensure that international members have an equal chance as Dutch members to become active within committees and boards of cultural associations and make culture more accessible to all students of the university.

ii. Translate articles & other Apollo Documents

Lastly, Apollo's articles (Statuten) are currently only available in Dutch. To ensure clarity and continue the movement towards an accessible culture hub at the University of Twente, we aim to have the articles translated. This will allow the boards of the associations we are responsible for, and potential non-dutch Apollo board-members to have an understanding of the legal groundworks that Apollo has.

Board Division

We have divided a lot of the tasks/responsibilities for the upcoming year, shown in the following table:

Name	Function	Function Specific Tasks	Task
Dorian Luchtmeijer	Chairman	Leading GA's Making agendas	<ul style="list-style-type: none"> - RTPM - Events & Committees <ul style="list-style-type: none"> - Popsi - GalaCie
Wouter Stoter	Secretary	Taking Minutes	<ul style="list-style-type: none"> - Events & Committees <ul style="list-style-type: none"> - SFC Leftover Committee - Batavierenparty - Open Stage - Music collab
	Officer of PR	Promotion Quartile Booklets	
Alec Zirnheld	Treasurer	Handling finances of Apollo and SFC Chair of SAC meetings FOBOS	<ul style="list-style-type: none"> - Internationalisation - Website maintenance - Infomails - Events & Committees: <ul style="list-style-type: none"> - ChiCo - Dance Show - Dance Workshops

e. Sector Responsibilities

We will continue to have regular meetings with the different sectors within culture. This will help Apollo to stay in touch with the associations and the happenings within the different sectors. Our aim is to create an environment where boards of associations can exchange information, tips and tricks. This will contribute to several goals set during our polly(cy) plan, such as promoting the connection between cultural associations. The sector meetings are set to be held at least once a quartile with more frequent meetings being possible depending on the necessity. One Apollo board member will be responsible to organise and chair the sector meetings, with a second (not fixed) board member joining depending on the availability of the board. The responsible for each sector will be:

Arts & Games Sector: Dorian

Music Sector: Wouter

Theatre Sector: Alec

Dance Sector: Dorian